

**CAPITAL AREA AGENCY ON AGING -  
DISTRICT II, INC.**

**BATON ROUGE, LOUISIANA**

**JUNE 30, 2013**

**L.A. CHAMPAGNE**   
Certified Public Accountants

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## TABLE OF CONTENTS

Introduction and summary	1
Independent auditor's report	2 - 3
Statements of financial position	4
Statements of activities	5 - 6
Statements of functional expenses	7
Statements of cash flows	8
Notes to financial statements	9 - 16
Supplemental information	
Description of programs	18 - 20
Detailed schedule of program activities	21
Schedule of changes in fixed assets	22
Schedule of expenditures of federal awards	23
Independent auditor's report on internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with <i>Government Auditing Standards</i>	24 - 25
Independent auditor's report on compliance for each major program and on internal control over compliance required by OMB Circular A-133	26 - 27
Schedule of findings and questioned costs	28 - 29

**CAPITAL AREA AGENCY ON AGING -  
DISTRICT II, INC.  
INTRODUCTION AND SUMMARY**  
*June 30, 2013 and 2012*

**INTRODUCTION**

The Agency received federal funds under Department of Health and Human Services entitlements III-B, III C-1, III C-2, III-D, III-E of the Older Americans Act of 2000, as amended, and the Nutritional Services Incentive Program (N.S.I.P.). Other funds were received from the State of Louisiana under the Louisiana Aging and Disability Resource Center/SenioRx, Nursing Home Transition, Chronic Disease Self Management, and Louisiana Senior Health Insurance Information Program. Funding was also provided by United Way, Entergy's Project Care and Helping Hand programs and other private grantors.

**SUMMARY**

During the periods ended June 30, 2013 and 2012, the Agency received \$4,084,792 and \$4,504,522, respectively, to fund administrative costs and programs serving older citizens. Funding is summarized as follows:

	2013	2012
Governor's Office of Elderly Affairs, State of Louisiana	\$ 3,068,459	\$ 3,151,184
Louisiana Department of Health and Hospitals	62,656	260,554
Louisiana Department of Insurance	10,000	51,594
Local Support - Meal Programs	665,907	705,344
Entergy - Project Care/Helping Hands	76,290	157,414
United Way	164,500	155,000
Participant contributions	-	244
Interest income	945	1,098
Other	36,035	22,090
	<u>\$ 4,084,792</u>	<u>\$ 4,504,522</u>

## INDEPENDENT AUDITOR'S REPORT

The Board of Directors  
Capital Area Agency on Aging - District II, Inc.

### Report on the Financial Statements

We have audited the accompanying financial statements of Capital Area Agency on Aging - District II, Inc., which comprise the statements of financial position as of June 30, 2013 and 2012, and the related statements of activities, functional expenses, and cash flows for the years then ended and the related notes to the financial statements.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

## **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial positions of Capital Area Agency on Aging - District II, Inc. as of June 30, 2013 and 2012, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### ***Other Information***

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying supplemental information, description of programs pages 19 through 21, the detailed schedule of program activities pages 22 and 23 and the schedule of changes in fixed assets page 24 are presented for the purposes of additional analysis and are not a required part of the basic financial statements. Also, the accompanying schedule of expenditures of federal awards on page 25, as required by Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, is presented for purposes of additional analysis and is not required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

## **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated November 4, 2013, on our consideration of Capital Area Agency on Aging - District II, Inc.'s internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Capital Area Agency on Aging - District II, Inc.'s internal control over financial reporting and compliance.

A handwritten signature in black ink, appearing to read "L. A. Chang" followed by some less legible characters, possibly initials or a title.

November 4, 2013

**CAPITAL AREA AGENCY ON AGING -  
DISTRICT II, INC.  
STATEMENTS OF FINANCIAL POSITION**  
*June 30, 2013 and 2012*

	<u>2013</u>	<u>2012</u>
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash	\$ 319,720	\$ 374,219
Receivables on funding contracts	21,006	61,902
Due from subcontractors	151,260	200,700
Prepaid expenses	12,841	16,018
	<u>504,827</u>	<u>652,839</u>
 <b>FIXED ASSETS (NET)</b>	 <u>17,567</u>	 <u>23,035</u>
	 <u>\$ 522,394</u>	 <u>\$ 675,874</u>
 <b>CURRENT LIABILITIES</b>		
Accounts payable and accrued expenses	\$ 166,373	\$ 172,025
Due to subcontractors	110,767	159,433
Accrued compensated absences	42,791	40,618
	<u>319,931</u>	<u>372,076</u>
 <b>NET ASSETS</b>		
Unrestricted	47,166	105,066
Temporarily restricted	155,297	198,732
	<u>202,463</u>	<u>303,798</u>
	<u>\$ 522,394</u>	<u>\$ 675,874</u>

See accompanying notes

# CAPITAL AREA AGENCY ON AGING - DISTRICT II, INC.

## STATEMENTS OF ACTIVITIES

Years ended June 30, 2013 and 2012

	2013			2012		
	Unrestricted	Temporarily Restricted	Total	Unrestricted	Temporarily Restricted	Total
<b>SUPPORT AND REVENUE</b>						
Governor's Office of Elderly Affairs	\$ -	\$ 3,068,459	3,068,459	\$ -	\$ 3,151,184	\$ 3,151,184
Department of Health and Hospitals	-	62,656	62,656	-	260,554	260,554
Department of Insurance	-	10,000	10,000	-	51,594	51,594
Capital Area United Way	-	164,500	164,500	-	155,000	155,000
Entergy (Project Care/Helping Hands)	-	76,290	76,290	-	157,414	157,414
Local Support - Title IIIC-1/IIIC-2 Meals	-	665,907	665,907	-	705,344	705,344
Participant contributions	-	-	-	-	244	244
Other support and revenues	36,035	-	36,035	20,240	1,850	22,090
Interest income	945	-	945	1,098	-	1,098
	<u>36,980</u>	<u>4,047,812</u>	<u>4,084,792</u>	<u>21,338</u>	<u>4,483,184</u>	<u>4,504,522</u>
	<u>4,091,247</u>	<u>(4,091,247)</u>	<u>-</u>	<u>4,442,964</u>	<u>(4,442,964)</u>	<u>-</u>
	<u>4,128,227</u>	<u>(43,435)</u>	<u>4,084,792</u>	<u>4,464,302</u>	<u>40,220</u>	<u>4,504,522</u>
Net assets released from restrictions						
<b>EXPENSES</b>						
Grants and allocations	1,314,838	-	1,314,838	1,409,273	-	1,409,273
Functional expenses:						
Program services						
Title III-C-1 Congregate Meals	532,583	-	532,583	527,394	-	527,394
Title III-C-2 Home Delivered Meals	1,382,459	-	1,382,459	1,409,245	-	1,409,245
Title III-D Preventive Health	32,201	-	32,201	5,336	-	5,336
Community Living Program	250	-	250	250	-	250
Aging and Disability Resource Center/SenioRx	188,734	-	188,734	185,139	-	185,139
Chronic Disease Self Management	12,175	-	12,175	49,841	-	49,841
LTC Ombudsman	230,503	-	230,503	228,804	-	228,804
DHH Single Point of Entry	800	-	800	212,552	-	212,552

Continued ....

	2013			2012		
	Unrestricted	Temporarily Restricted	Total	Unrestricted	Temporarily Restricted	Total
DHH Nursing Home Transition	76,060	-	76,060	4,873	-	4,873
Medicare Enrollment Assistance Program (MIPPA)	-	-	-	36,740	-	36,740
CMS Research Demonstration & Evaluation (MIPPA)	516	-	516	516	-	516
DOI - SHIP Outreach	11,733	-	11,733	44,734	-	44,734
Disaster Assistance	13,920	-	13,920	-	-	-
CMS - Care Transitions	7,635	-	7,635	-	-	-
Elderly Protective Services	-	-	-	670	-	670
Total program services	2,489,569	-	2,489,569	2,706,094	-	2,706,094
Fund raising	5,095	-	5,095	4,156	-	4,156
Management and general	376,625	-	376,625	355,045	-	355,045
Total functional expenses	2,871,289	-	2,871,289	3,065,295	-	3,065,295
Total expenses	4,186,127	-	4,186,127	4,474,568	-	4,474,568
Change in net assets	(57,900)	(43,435)	(101,335)	(10,266)	40,220	29,954
Net assets - beginning of year	105,066	198,732	303,798	115,332	158,512	273,844
Net assets - end of year	\$ 47,166	\$ 155,297	\$ 202,463	\$ 105,066	\$ 198,732	\$ 303,798

See accompanying notes

**CAPITAL AREA AGENCY ON AGING - DISTRICT II, INC.**  
**STATEMENTS OF FUNCTIONAL EXPENSES**  
*Years ended June 30, 2013 and 2012*

FY 2013

	Title III-C-1 Congregate Meals	Title III-C-2 Home Delivered Meals	Title III-D Preventive Health	Community Living Program	Disaster Assistance	Medicare Enrollment Assistance Program - MIPPA	CMS Research Demonstrations & Evaluations MIPPA	Aging and Disability Resource Center/SeniorRx
Catered meals	\$ 532,583	\$ 1,382,459	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Disaster Assistance	-	-	-	-	13,920	-	-	-
Salaries	-	-	17,017	-	-	-	-	123,808
Payroll taxes	-	-	1,338	-	-	-	-	11,038
Benefits	-	-	1,335	-	-	-	-	19,174
Travel	-	-	3,612	-	-	-	-	1,375
Advertising	-	-	-	-	-	-	-	2,463
Dues and subscriptions	-	-	-	-	-	-	-	75
Equipment maintenance	-	-	-	-	-	-	-	1,333
Equipment rental	-	-	124	-	-	-	-	1,455
Postage and shipping	-	-	-	-	-	-	-	2,254
Printing and publications	-	-	125	-	-	-	-	541
Occupancy	-	-	1,528	-	-	-	-	9,478
Telephone	-	-	434	-	-	-	-	4,474
Software licensing	-	-	-	-	-	-	-	3,452
Insurance	-	-	200	-	-	-	-	1,166
Office supplies	-	-	652	-	-	-	-	1,416
Conference and training	-	-	1,000	-	-	-	-	195
Other contractual services	-	-	4,336	-	-	-	-	1,774
Accounting	-	-	500	-	-	-	-	1,500
Depreciation	-	-	-	250	-	-	516	1,722
Miscellaneous expense	-	-	-	-	-	-	-	40
Loss on disposal of fixed assets	-	-	-	-	-	-	-	-
	<u>\$ 532,583</u>	<u>\$ 1,382,459</u>	<u>\$ 32,201</u>	<u>\$ 250</u>	<u>\$ 13,920</u>	<u>\$ -</u>	<u>\$ 516</u>	<u>\$ 188,734</u>

FY 2012

	Title III-C-1 Congregate Meals	Title III-C-2 Home Delivered Meals	Title III-D Preventive Health	Community Living Program	Disaster Assistance	Medicare Enrollment Assistance Program - MIPPA	CMS Research Demonstrations & Evaluations MIPPA	Aging and Disability Resource Center/SeniorRx
Catered meals	\$ 527,394	\$ 1,409,245	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Salaries	-	-	4,401	-	-	19,558	-	117,897
Payroll taxes	-	-	442	-	-	1,370	-	9,671
Benefits	-	-	212	-	-	2,863	-	12,770
Travel	-	-	-	-	-	2,854	-	476
Advertising	-	-	-	-	-	1,501	-	1,311
Dues and subscriptions	-	-	-	-	-	52	-	75
Equipment maintenance	-	-	-	-	-	-	-	1,542
Equipment rental	-	-	-	-	-	121	-	1,230
Postage and shipping	-	-	-	-	-	1,086	-	3,497
Printing and publications	-	-	-	-	-	-	-	-
Occupancy	-	-	-	-	-	2,179	-	20,675
Telephone	-	-	-	-	-	3,211	-	2,350
Software licensing	-	-	-	-	-	250	-	2,784
Insurance	-	-	-	-	-	545	-	1,395
Office supplies	-	-	-	-	-	476	-	3,251
Conference and training	-	-	-	-	-	30	-	1,000
Other contractual services	-	-	-	-	-	444	-	1,618
Accounting	-	-	-	-	-	200	-	1,485
Depreciation	-	-	-	250	-	-	516	2,112
Miscellaneous expense	-	-	-	-	-	-	-	-
Materials - III-D	-	-	281	-	-	-	-	-
Loss on disposal of fixed assets	-	-	-	-	-	-	-	-
	<u>\$ 527,394</u>	<u>\$ 1,409,245</u>	<u>\$ 5,336</u>	<u>\$ 250</u>	<u>\$ -</u>	<u>\$ 36,740</u>	<u>\$ 516</u>	<u>\$ 185,139</u>

See accompanying notes

Elderly Protective Services	DHH Single Point of Entry (SPOE)	Chronic Disease Self Management	Long Term Care Ombudsman	Dept of Insurance SHIP Outreach	DHH Nursing Home Transition	CMS Care Transition	Total Program Services	Fundraising	Management and General	Total
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,915,042	\$ -	\$ -	\$ 1,915,042
-	-	-	-	-	-	-	13,920	-	-	13,920
-	-	3,842	148,648	5,000	50,730	6,221	355,267	-	250,722	605,989
-	-	425	12,258	462	4,406	651	30,578	-	20,456	51,034
-	-	413	31,478	164	3,353	63	55,980	-	24,905	80,885
-	-	749	21,418	-	2,662	224	30,041	-	10,057	40,098
-	-	-	-	1,000	-	358	3,819	-	339	4,158
-	-	-	-	-	-	-	75	-	925	1,000
-	-	-	113	-	574	-	2,020	-	511	2,531
-	-	200	311	300	672	-	3,062	-	684	3,746
-	-	-	101	1,000	1,371	-	4,726	-	1,627	6,353
-	-	519	-	336	69	-	1,590	-	141	1,731
-	-	3,967	6,836	1,985	6,336	-	30,130	-	31,719	61,849
-	-	850	3,928	699	1,649	-	12,032	-	5,871	17,703
-	-	-	207	-	222	-	3,881	-	4,746	8,627
-	-	250	1,869	200	1,462	-	4,947	-	2,439	7,386
-	-	128	410	337	-	-	2,943	-	2,154	5,097
-	-	-	-	-	-	-	1,195	-	2,396	3,591
-	-	588	888	-	554	120	8,260	-	4,155	12,415
-	-	244	1,500	250	2,000	-	5,994	-	7,006	13,000
-	800	-	739	-	-	-	4,027	-	1,424	5,451
-	-	-	-	-	-	-	40	5,095	4,531	9,666
-	-	-	-	-	-	-	-	-	17	17
\$ -	\$ 800	\$ 12,175	\$ 230,503	\$ 11,733	\$ 76,060	\$ 7,635	\$ 2,489,569	\$ 5,095	\$ 376,625	\$ 2,871,289

Elderly Protective Services	DHH Single Point of Entry (SPOE)	Chronic Disease Self Management	Long Term Care Ombudsman	Dept of Insurance SHIP Outreach	DHH Nursing Home Transition	CMS Care Transition	Total Program Services	Fundraising	Management and General	Total
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,936,639	\$ -	\$ -	\$ 1,936,639
-	141,779	35,078	150,281	29,315	1,242	-	499,551	-	241,388	740,939
-	11,938	2,871	12,270	2,504	122	-	41,186	-	19,713	60,899
-	17,839	2,529	30,499	2,628	302	-	69,642	-	24,287	93,929
-	3,026	745	20,307	-	165	-	27,573	-	11,906	39,479
-	834	-	-	643	-	-	4,289	-	5	4,294
-	52	-	-	-	-	-	179	-	1,133	1,312
-	130	612	-	-	-	-	2,284	-	517	2,801
-	1,491	181	168	199	-	-	3,390	-	1,566	4,956
-	409	-	236	2,000	-	-	7,228	-	741	7,969
-	-	-	-	-	-	-	-	-	850	850
-	11,458	3,764	3,902	4,104	2,182	-	48,264	-	20,709	68,973
-	3,290	519	5,230	1,001	150	-	15,751	-	5,150	20,901
-	405	-	47	-	-	-	3,486	-	4,646	8,132
-	1,469	500	967	342	210	-	5,428	-	1,166	6,594
-	156	99	263	1,937	-	-	6,182	-	2,731	8,913
-	-	900	-	-	-	-	1,930	-	3,483	5,413
-	2,726	1,543	1,093	61	-	-	7,485	-	2,881	10,346
-	4,125	500	2,370	-	500	-	9,180	-	5,820	15,000
-	800	-	1,171	-	-	-	4,849	-	2,135	6,984
-	-	-	-	-	-	-	-	4,156	4,228	8,384
-	-	-	-	-	-	-	281	-	-	281
670	10,627	-	-	-	-	-	11,297	-	-	11,297
\$ 670	\$ 212,552	\$ 49,841	\$ 228,804	\$ 44,734	\$ 4,873	\$ -	\$ 2,706,094	\$ 4,156	\$ 355,045	\$ 3,065,296

**CAPITAL AREA AGENCY ON AGING - DISTRICT II, INC.**  
**STATEMENTS OF CASH FLOWS**

*Years ended June 30, 2013 and 2012*

	<u>2013</u>	<u>2012</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Change in net assets	\$ (101,335)	\$ 29,954
Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities:		
Depreciation and amortization	5,451	6,984
Loss on disposition of fixed assets	17	11,297
Decrease (increase) in:		
Receivables on funding contracts	40,896	57,150
Receivables from subcontractors	49,440	(23,858)
Prepaid expenses	3,177	5,469
Increase (decrease) in:		
Accounts payable and accrued expenses	(5,652)	(22,520)
Payables to subcontractors	(48,666)	35,311
Accrued compensated absences	2,173	(4,419)
Net cash provided by (used in) operating activities	<u>(54,499)</u>	<u>95,368</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Acquisition of equipment	<u>-</u>	<u>(3,662)</u>
Net cash used in investing activities	<u>-</u>	<u>(3,662)</u>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>	<u>-</u>	<u>-</u>
<b>NET INCREASE (DECREASE) IN CASH</b>	(54,499)	91,706
Cash - beginning of year	374,219	282,513
Cash - end of year	<u>\$ 319,720</u>	<u>\$ 374,219</u>

See accompanying notes

**CAPITAL AREA AGENCY ON AGING -  
DISTRICT II, INC.  
NOTES TO FINANCIAL STATEMENTS  
June 30, 2013**

**A: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

*Nature of activities and reporting entity*

Capital Area Agency on Aging-District II, Inc. (the Agency) is a non-profit entity incorporated in 1974 to ensure the availability of supportive, nutrition, and volunteer services to people aged 60 and older in the ten parishes surrounding the Baton Rouge capital area. It also serves as an advocate and provides leadership on behalf of the elderly. The Agency coordinates funding to the parish councils on aging and monitors their providing of services to older citizens.

*Basis of accounting*

The Organization prepares its financial statements on the accrual basis of accounting. Under this method of accounting, revenue is recognized when earned or billed, and expenses are recognized when goods or services are received and the obligation for payment is incurred.

*Basis of presentation*

Financial statement presentation follows the recommendations of the Financial Accounting Standards Board Accounting Standards Codification (FASB ASC) 958-205, *Financial Statements of Not-for-Profit Organizations*. Under FASB ASC 958-205, the Agency is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted, temporarily restricted, and permanently restricted. Unrestricted net assets are resources that are free of donor-imposed or time restrictions and are available at the direction of the governing board. Temporarily restricted net assets are resources that are limited by donor imposed stipulations that either expire by passage of time or can be fulfilled and removed by actions of the organization pursuant to those stipulations. Permanently restricted net assets are those resources whose use by the organization is limited to donor-imposed stipulations that neither expire by passage of time nor can be fulfilled or otherwise removed by actions of the organization. At present, the Agency does not have any permanently restricted net assets.

*Use of estimates*

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**A: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

*Revenue and expense recognition*

Contributions, grants and unconditional promises to give are measured at their fair values and are reported as an increase in net assets. The Agency reports grants and gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated assets, or if they are designated as support for future periods. When donor restrictions expire, that is, when the stipulated time restriction ends or the purpose of the restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activity as net assets released from restrictions. Expenses are recorded when incurred, in accordance with the accrual basis of accounting.

*Fixed assets and depreciation*

Fixed assets are carried at cost less accumulated depreciation. The assets are depreciated for financial reporting purposes using the straight-line method over estimated useful lives of five to ten years.

*Donated services*

No amounts have been reflected in the financial statements for donated services. The Agency pays for most services requiring specific expertise. However, many individuals volunteer their time and perform a variety of tasks that assist the Agency with its various program activities.

*Cash*

For the purpose of the statement of cash flows, the Agency considers all short-term savings to be cash.

Under the requirements of its grant funding from the State of Louisiana, the Agency must collateralize cash balances held in financial institutions that are in excess of federal deposit insurance. Such deposits are collateralized under a security pledge arrangement with the financial institution which meets the requirements of state law.

*Prepaid expenses*

The cost of insurance and other services for which benefits extend over more than one accounting period have been recorded as prepaid and are expensed in the period to which they apply.

*Functional allocation of expenses*

The cost of providing various programs and activities have been summarized on a functional basis in the statement of functional expenses. Accordingly, certain costs are charged specifically to a program or function and the remaining costs are allocated among programs, management and general and fundraising based upon management's estimates.

**A: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

*Budget policy*

Budgets for the various programs are prepared by the Agency's Executive Director and approved by the Agency's Board of Directors and program grantors. Appropriations from the Governor's Office of Elderly Affairs under Federal Title III lapse at year end. Title IV and other federal appropriations lapse at the federal fiscal year end. Actual amounts are compared to budgeted amounts periodically during the fiscal year as a management control device.

The Agency may transfer funds between budgetary line items as often as required but must obtain prior approval from the Governor's Office of Elderly Affairs with respect to funds received under contracts from that agency.

*Receivables and bad debts*

Management believes that receivables are collectible in full, and no allowance for bad debts has been provided in the financial statements.

*Annual and sick leave*

Employees of the Agency are entitled to paid vacation, depending on the length of service. The Agency has recorded a liability for the unused vacation attributable to all eligible employees at the employee's current rate of pay. Because accrued sick leave lapses upon termination, no amount has been accrued.

*Advertising costs*

The Agency expenses advertising costs as incurred.

*Income tax status*

The Agency, a nonprofit corporation, is exempt from federal income taxes under section 501(C)(3) of the Internal Revenue Code.

Capital Area Agency on Aging, District II applies the standards in FASB ASC 740-10 in accounting for uncertainty in income taxes. Capital Area Agency on Aging, District II files a United States return of organization exempt from income tax. The Agency's returns for 2009, 2010, 2011, and 2012 are subject to examination by the Internal Revenue Service.

**B: RECEIVABLES ON FUNDING CONTRACTS**

Receivables on funding contracts at June 30, 2013 and 2012, consist of the following:

	2013	2012
Governor's Office of Elderly Affairs:	\$	\$
Title III-B Supportive Services	-	29,846
Title III-D Disease Prevention Services	-	2,785
Title III-B Ombudsman	4,918	5,090
Title III-E National Family Caregiver Support	-	17,168
Department of Health and Hospitals:		
Nursing Home Transition	16,088	4,456
Department of Insurance: SHIP	-	2,557
	\$ 21,006	\$ 61,902

**C: FIXED ASSETS**

The following is a summary of fixed assets at cost, less accumulated depreciation:

	2013	2012
Computer and related equipment	\$ 29,604	\$ 30,633
Office equipment	31,613	31,613
Furniture and fixtures	3,421	3,421
	64,638	65,667
Less accumulated depreciation	(47,071)	(42,632)
	\$ 17,567	\$ 23,035

Depreciation expense for 2013 and 2012 was \$5,451 and \$6,984, respectively.

**D: BOARD OF DIRECTORS' COMPENSATION**

Service on the Board of Directors is voluntary and, therefore, members are not compensated in the form of per diem. Members of the Board are reimbursed for travel expenses. These reimbursements amounted to \$1,468 in 2013 and \$1,701 in 2012.

**E: PENSION AND DEFERRED COMPENSATION PLANS**

The agency administers a defined contribution pension plan covering all employees with one year or more of service. Employer contributions amounting to 5% of an employee's salary are made annually and benefits are fully and immediately vested. Pension expense of \$28,013 and \$32,898 including administrative charges, is reported in fringe benefits for 2013 and 2012, respectively. Plan benefits are funded through group annuity contracts that were valued at \$278,316 as of December 31, 2012.

The Agency maintains a voluntary salary reduction tax deferred compensation plan for employees electing to participate. The Agency does not make any contributions to this plan administered by Mutual of America.

**F: LEASE COMMITMENTS**

The Agency is currently obligated under an operating lease agreement for its area office located in Baton Rouge, Louisiana.

Effective January 21, 2011, the Agency entered into a long-term lease arrangement expiring February 28, 2015 with monthly rentals starting at \$7,043 per month and increasing annually during the lease term. On November 1, 2011, the lease agreement changed due to reduction in rental area. The new monthly rentals start at \$5,100 per month and increase annually during the lease term. Future minimum lease payments for the area office are as follows:

<u>Year Ended</u>		<u>Amount</u>
6/30/2014	\$	63,160
6/30/2015		31,911
	\$	<u>95,071</u>

Lease expense was \$61,849 and \$68,973 for the years ended 2013 and 2012, respectively.

## **G: INTER-PROGRAM TRANSFERS**

Transfers in and out are listed by program type for the year ended June 30, 2013:

Transfers In For:	Transfers Out From:					Total Transfers In
	United Way	N.S.I.P.	SHIIP	LTC	Other Restricted	
Area Agency Administration	\$ 86,754	-	1,043	15,451	69,397	\$ 172,645
Title III C-1	-	125,938	-	-	-	125,938
Title III C-2	90,724	284,697	-	-	-	375,421
Nursing Home Transistion					283	283
Total Transfers Out	\$ 177,478	\$ 410,635	\$ 1,043	\$ 15,451	\$ 69,680	\$ 674,287

## **H: ECONOMIC DEPENDENCY**

The Agency receives the majority of its revenue from grants administered by the Louisiana Governor's Office of Elderly Affairs. The grant amounts are appropriated each year by the federal and Louisiana state governments. If significant budget cuts are made at the federal and/or state level, the Agency's funding could be reduced significantly and have an adverse impact on its operations. However, management is not aware of any actions by Agency funding sources that will adversely affect operations in the next fiscal year.

The Agency receives support from a number of sources. Significant among those are the following, reflecting their percent of total revenues provided in 2013 and 2012:

	2013	2012
Governor's Office of Elderly Affairs	75%	70%
Local Support - Title IIIC-1/IIIC-2 Meals	16%	16%
Department of Health and Hospitals	2%	6%
Capital Area United Way	4%	3%
Entergy (Project Care/Helping Hands)	2%	3%

## **I: FEDERALLY ASSISTED PROGRAMS - COMPLIANCE CONTINGENCIES**

Federal and state assistance programs represent an important source of funding for the Agency. These programs are audited annually in accordance with the "Single Audit Act". Other programmatic audits may be conducted by grantor agencies. Prior audits have not resulted in any significant disallowed costs. However, grantor agencies may conduct or require additional examinations which could result in the cancellation of grants or contracts, the disallowance of costs charged to the grant or require the repayment of any questioned costs identified, and such repayments may be material to the financial statements.

## **J: SUBCONTRACTOR AUDITS**

All Council on Aging subcontractors and certain other entities receiving funding from the Agency are responsible for having an independent audit performed in accordance with government auditing standards and, additionally, in accordance with the "Single Audit Act" if federal expenditures exceed specified thresholds.

## **K: NET ASSETS**

Temporarily restricted net assets consist of funds designated by donors or grantors for specific purposes or programs and total \$155,297 and \$198,732 at June 30, 2013 and 2012, respectively.

Net assets were released from donor restrictions by incurring expenses satisfying the purpose restrictions specified by donors as follows:

	<u>2013</u>	<u>2012</u>
Purpose restriction accomplished:		
Area Agency Administration	\$ 190,675	\$ 190,675
Title IIIB Supportive Services	585,715	585,715
Title IIIC Congregate and Home Delivered Meals	1,868,584	1,908,021
Title IIID Preventive Health	35,201	35,201
Title IIIE Caregiver Support	182,876	182,876
Single Point of Entry program	800	238,274
Long Term Care program	240,180	240,180
SeniorRx / ADRC program	192,247	182,022
Senior Health Insurance program	13,038	48,556
Nutritional Services Incentive program	410,634	378,856
Community Living program	250	250
Disaster H-Isaac Assistance	14,250	-
Chronic Disease Self Management	13,516	53,625
Medicare Enrollment Assistance	-	48,834
CMS Research Demonstration and Evaluations	516	516
Entergy (Project Care/Helping Hands)	76,290	157,414
Capital Area United Way	184,847	165,096
Nursing Home Transistion	75,236	9,700
Other programs	6,392	17,153
Total restrictions released	<u>\$ 4,091,247</u>	<u>\$ 4,442,964</u>

**L: CONCENTRATIONS OF CREDIT RISK**

Capital Area Agency on Aging, District II, maintains deposits in a local financial institution with balances at times that may exceed the \$250,000 federal insurance provided by the Federal Deposit Insurance Corporation.

**M: NON CASH INVESTING AND FINANCING ACTIVITIES**

There were no non cash investing and financing activities in fiscal 2013 and 2012.

**N: SUBSEQUENT EVENTS**

Subsequent events were evaluated through November 4, 2013, which is the date the financial statements were available to be issued.

## **DESCRIPTION OF PROGRAMS**

### ***Title III C-1 Area Agency Administration (AAA)***

The Title III C-1 Area Agency Administration (AAA) Program accounts for the administration of the services provided to the elderly. Title III C-1 AAA funds are provided by the U.S. Department of Health and Human Services through the Governor's Office of Elderly Affairs, which "passes through" the funds to the Capital Area Agency on Aging. These funds are used to pay the costs of administering programs.

### ***Title III-B Program***

The Title III-B Program is used to account for the support services, which include access services, in-home services, community services, and transportation for the elderly. Title III-B funds are provided by the U. S. Department of Health and Human Services through the Governor's Office of Elderly Affairs, which "passes through" the funds to the Capital Area Agency on Aging, which "passes through" the funds to the various service providers.

### ***Title III C-1 Program***

The Title III C-1 Program accounts for the revenues and expenditures of federal and state grants for congregate meals for the elderly in strategically located centers. These funds are provided in the same manner as Title III-B above.

### ***Title III C-2 Program***

Title III C-2 funds are used to provide nutritional meals to home-bound older persons. These funds are provided in the same manner as Title III-B above.

### ***Title III-D Program***

The Title III-D Program accounts for funds used to provide disease prevention and health promotion services. This includes wellness activities and medication management services. These funds are provided in the same manner as Title III-B above. A portion of the medication management services is provided directly by the Agency through medication management seminars.

### ***Title III-E Program***

The Title III-E Program accounts for funds which are used to provide various caregiver support services. These include public education, information and assistance; support groups, in-home respite care; material aid; personal care services and sitter services. These funds are provided in the same manner as Title III-B above.

### ***Regional Office of LA Aging and Disability Resource Center (ADRC) and SenioRx***

The Agency is designated by the Governor's Office of Elderly Affairs as the Aging and Disability Resource Center (ADRC) for a 13-parish area. The ADRC offers a "one-stop-shop" for public and private programs at the community level that will help individuals who are 60 years and older and individuals with adult onset disabilities. This program helps consumers find the answers and information needed to improve their health, independence and quality of life. The Louisiana Senior Prescription Drug Program, operating through the ADRC, links qualified low-income and disabled adults to free or discounted drugs directly from the pharmaceutical manufacturer.

### *N.S.I.P. Program*

The Nutritional Services Incentive Program (N.S.I.P.) administered by the U.S. Department of Health and Human Service is used to account for the administration of Food Distribution Program funds, through the Louisiana Governor's Office of Elderly Affairs, which "passes through" the funds to the Capital Area Agency on Aging. This program reimburses the area agencies on a per unit basis for each congregate and home delivered meal served to an eligible participant so that U.S. food and commodities may be purchased to supplement these programs.

### *United Way Program*

The United Way Program is used to account for funds received from the Capital Area and other United Way organizations to supplement administrative costs, the home delivered meals program and a Personal Care Program.

### *Utility Relief Program*

The Utility Relief Program is used to account for the administration of programs sponsored by local utility companies who collect contributions from service customers and employees. These contributions and the utility companies' corporate donations are remitted to the Agency which "passes through" the funds to the various councils to provide assistance to the elderly with emergencies in the payment of energy costs.

### *Medicare Enrollment Assistance Program*

The Medicare Enrollment Assistance Program is used to provide outreach to eligible Medicare beneficiaries regarding the benefits available under federal and state programs for older Americans.

### *Centers for Medicare and Medicaid Services*

The Centers for Medicare and Medicaid Services Program is used to conduct research, demonstrations, and evaluations for high-quality health care at a reasonable cost. The program will focus on expanding agency efforts to improve the efficiency of payment, delivery, access and quality of our health care programs.

### *Chronic Disease Self-Management Program*

The Chronic Disease Self-Management Program provides funding to support deployment of evidence-based chronic disease self-management programs targeted at older adults with chronic conditions to maintain and improve their health status.

### *Title III B, Long Term Care Ombudsman Services*

The Title III B, Long Term Care Ombudsman provides funding to design and implement programs for the provision of long-term care ombudsman services for individuals living in long-term care facilities.

*Title IV and II Discretionary Projects – Disaster H-Isaac Relief Assistance*

The Disaster H-Isaac Relief Assistance provides funding to elderly citizens experiencing losses from Hurricane Isaac for home repairs, appliance replacement, and debris removal.

*Other Programs*

Other grants and contributions may be used to support various programs as the need arises.

**CAPITAL AREA AGENCY ON AGING - DISTRICT II, INC.**  
**DETAILED SCHEDULE OF PROGRAM ACTIVITIES**  
*For the year ended June 30, 2013*

	UNRESTRICTED		TEMPORARILY RESTRICTED					Aging and Disability Resource Center/SeniorRx
	LOCAL	TITLE III C-1 AAA	TITLE III-B	TITLE III C-1	TITLE III C-2	TITLE III-D	TITLE III-E	
<b>SUPPORT AND REVENUE</b>								
Governmental:								
Federal grants passed through								
Governor's Office of Elderly Affairs	\$ -	\$ 143,006	\$ 386,491	\$ 372,416	\$ 264,379	\$ 35,201	\$ 137,158	\$ -
Department of Health and Hospitals	-	-	-	-	-	-	-	-
Department of Insurance	-	-	-	-	-	-	-	-
State of Louisiana	-	-	-	-	-	-	-	-
Governor's Office of Elderly Affairs	-	47,669	199,224	138,073	427,809	-	45,718	192,247
Other:								
Entergy - Project Care	-	-	-	-	-	-	-	-
Helping Hands	-	-	-	-	-	-	-	-
Capital Area United Way	-	-	-	-	-	-	-	-
Interest	945	-	-	-	-	-	-	-
Annual fund raisers	13,250	-	-	-	-	-	-	-
Local support - meal programs	-	-	-	120,215	545,692	-	-	-
Other	5,585	-	-	-	-	-	-	-
	<u>19,780</u>	<u>190,675</u>	<u>585,715</u>	<u>630,704</u>	<u>1,237,880</u>	<u>35,201</u>	<u>182,876</u>	<u>192,247</u>
<b>EXPENSES</b>								
Administration:								
Salaries	-	247,894	-	-	-	17,017	-	129,044
Payroll tax and fringe benefits	-	44,902	-	-	-	2,673	-	30,212
Travel	205	9,852	-	-	-	3,612	-	1,375
Operating services	459	48,193	-	-	-	2,411	-	26,691
Operating supplies	137	2,017	-	-	-	652	-	1,416
Professional services	2,060	7,417	-	-	-	4,836	-	3,274
Other costs	7,653	3,045	-	-	-	1,000	-	235
Capital Outlay	-	-	-	-	-	-	-	-
	<u>10,514</u>	<u>363,320</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>32,201</u>	<u>-</u>	<u>192,247</u>
<b>CATERED MEALS - MEALS PROGRAM</b>								
Raw food	-	-	-	246,436	568,119	-	-	-
Labor and non-edibles	-	-	-	286,147	814,340	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>532,583</u>	<u>1,382,459</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Contracted social services:</b>								
Alzheimer's Services of Capital Area	-	-	-	-	-	-	14,098	-
Ascension Council on Aging, Inc.	-	-	57,637	18,708	17,221	-	3,150	-
Assumption Council on Aging, Inc.	-	-	48,927	21,440	12,218	-	3,249	-
E. Feliciana Council on Aging, Inc.	-	-	48,616	17,722	35,230	1,000	-	-
Gulf Coast Family Teaching, Inc.	-	-	-	-	-	-	144,989	-
Iberville Council on Aging, Inc.	-	-	58,328	29,109	23,026	-	900	-
Pointe Coupee Council on Aging, Inc.	-	-	60,058	39,455	4,543	-	3,141	-
St. Helena Council on Aging, Inc.	-	-	30,649	9,674	23,603	-	236	-
Southeast La. Legal Services Corp.	-	-	24,916	-	-	-	-	-
Tangipahoa Council on Aging, Inc.	-	-	111,694	53,700	51,251	-	900	-
Washington Council on Aging, Inc.	-	-	85,654	14,550	44,942	2,000	11,463	-
W. B. R. Council on Aging, Inc.	-	-	34,192	10,810	4,422	-	750	-
W. Feliciana Council on Aging, Inc.	-	-	25,044	8,890	14,386	-	-	-
	<u>-</u>	<u>-</u>	<u>585,715</u>	<u>224,058</u>	<u>230,842</u>	<u>3,000</u>	<u>182,876</u>	<u>-</u>
Total expenses	<u>10,514</u>	<u>363,320</u>	<u>585,715</u>	<u>756,641</u>	<u>1,613,301</u>	<u>35,201</u>	<u>182,876</u>	<u>192,247</u>
Change in net assets before interfund transfers	9,266	(172,645)	-	(125,937)	(375,421)	-	-	-
<b>OTHER FINANCING SOURCES (USES):</b>								
Operating transfers in	-	172,645	-	125,937	375,421	-	-	-
Operating transfers out	(69,350)	-	-	-	-	-	-	-
	<u>(69,350)</u>	<u>172,645</u>	<u>-</u>	<u>125,937</u>	<u>375,421</u>	<u>-</u>	<u>-</u>	<u>-</u>
Change in net assets	(60,084)	-	-	-	-	-	-	-
<b>NET ASSETS</b>								
Beginning of year	76,916	-	-	-	-	-	-	-
End of year	<u>\$ 16,832</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

*Note: Per instructions from OEA this schedule is prepared without consideration of compensated absences and reports capital outlay in lieu of depreciation expense*

LTC Ombudsman	Chronic Disease Self-Management	ARRA Disaster Assistance Program	DHH Nursing Home Transition	NSIP	AUDIT	DOI - SHIP OUTREACH	UNITED WAY	UTILITY RELIEF	CMS Care Transitions	OTHER	TOTAL
\$ 193,289	\$ -	\$ 14,412	\$ -	\$ 418,104	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,964,456
-	-	-	62,656	-	-	-	-	-	-	-	62,656
-	-	-	-	-	-	10,000	-	-	-	-	10,000
46,891	-	-	-	-	6,372	-	-	-	-	-	1,104,003
-	-	-	-	-	-	-	-	30,527	-	-	30,527
-	-	-	-	-	-	-	-	45,763	-	-	45,763
-	-	-	-	-	-	-	164,500	-	-	-	164,500
-	-	-	-	-	-	-	-	-	-	-	945
-	-	-	-	-	-	-	-	-	-	-	13,250
-	-	-	-	-	-	-	-	-	-	-	665,907
-	15,700	-	-	-	-	-	-	-	-	1,500	22,785
240,180	15,700	14,412	62,656	418,104	6,372	10,000	164,500	76,290	-	1,500	4,084,792
143,613	5,032	-	49,994	-	-	5,000	-	-	6,221	-	603,815
43,736	839	-	7,954	-	-	888	-	-	714	-	131,918
21,419	749	-	2,662	-	-	-	-	-	224	-	40,098
13,163	5,936	-	12,355	-	-	5,520	-	-	356	-	115,084
410	128	-	-	-	-	337	-	-	-	-	5,097
2,388	832	-	2,554	-	1,684	250	-	-	120	-	25,415
-	-	13,920	-	-	-	-	-	-	-	1,324	27,177
-	-	-	-	-	-	-	-	-	-	-	-
224,729	13,516	13,920	75,519	-	1,684	11,995	-	-	7,635	1,324	948,604
-	-	-	-	-	-	-	-	-	-	-	814,555
-	-	-	-	-	-	-	-	-	-	-	1,100,487
-	-	-	-	-	-	-	-	-	-	-	1,915,042
-	-	-	-	-	-	-	-	-	-	-	14,098
-	-	-	-	-	496	-	-	20,802	-	-	118,014
-	-	-	-	-	335	-	-	6,482	-	-	92,651
-	-	-	-	-	334	-	-	2,735	-	-	105,637
-	-	-	-	-	-	-	-	-	-	-	144,989
-	-	-	-	-	510	-	-	11,443	-	-	123,316
-	-	-	-	-	461	-	7,369	1,784	-	-	116,811
-	-	-	-	-	280	-	-	3,172	-	-	67,614
-	-	-	-	-	-	-	-	-	-	-	24,916
-	-	-	-	-	1,097	-	-	19,642	-	-	238,284
-	-	-	-	-	717	-	-	4,250	-	-	163,576
-	-	-	-	-	218	-	-	5,367	-	-	55,759
-	-	-	-	-	240	-	-	613	-	-	49,173
-	-	-	-	-	4,688	-	7,369	76,290	-	-	1,314,838
224,729	13,516	13,920	75,519	-	6,372	11,995	7,369	76,290	7,635	1,324	4,178,484
15,451	2,184	492	(12,863)	418,104	-	(1,995)	157,131	-	(7,635)	176	(93,692)
-	-	-	283	-	-	-	-	-	-	-	674,286
(15,451)	-	(330)	-	(410,634)	-	(1,043)	(177,478)	-	-	-	(674,286)
(15,451)	-	(330)	283	(410,634)	-	(1,043)	(177,478)	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-
-	2,184	162	(12,580)	7,470	-	(3,038)	(20,347)	-	(7,635)	176	(93,692)
-	-	-	12,580	176,520	-	3,038	20,347	-	-	31,980	321,381
\$ -	\$ 2,184	\$ 162	\$ -	\$ 183,990	\$ -	\$ -	\$ -	\$ -	\$ (7,635)	\$ 32,156	\$ 227,689

**CAPITAL AREA AGENCY ON AGING -  
DISTRICT II, INC.**  
**SCHEDULE OF CHANGES IN FIXED ASSETS**  
*June 30, 2013*

	Balance June 30, 2012	Reclassifications	Additions	Deletions	Balance June 30, 2013
<b>FIXED ASSETS</b>					
Computer and related equipment	\$ 30,633	\$ -	\$ -	1,029	\$ 29,604
Office equipment	31,613	-	-	-	31,613
Furniture and fixtures	3,421	-	-	-	3,421
<b>TOTAL FIXED ASSETS</b>	<b>\$ 65,667</b>	<b>\$ -</b>	<b>\$ -</b>	<b>1,029</b>	<b>\$ 64,638</b>

<b>INVESTMENT IN FIXED ASSETS</b>					
Title III C-1 Area Agency Administration	\$ 3,421	\$ -	\$ -	\$ -	3,421
Louisiana ADRC/Senior Rx	6,876	-	-	-	6,876
Title IV - Aging and Disability Resource Center	20,848	-	-	-	20,848
DHH Single Point of Entry (SPOE)	8,001	-	-	-	8,001
Community Living Program	2,500	-	-	-	2,500
Medicare Enrollment Assistance Program	2,581	-	-	-	2,581
Title III - LTC Ombudsman	3,697	-	-	-	3,697
Local	17,743	-	-	1,029	16,714
<b>TOTAL INVESTMENT IN FIXED ASSETS</b>	<b>\$ 65,667</b>	<b>\$ -</b>	<b>\$ -</b>	<b>1,029</b>	<b>\$ 64,638</b>

**CAPITAL AREA AGENCY ON AGING - DISTRICT II, INC.**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
*Year ended June 30, 2013*

<u>FEDERAL GRANTOR/PASS THROUGH GRANTORS/PROGRAM TITLE</u>	<u>FEDERAL CFDA NUMBER</u>	<u>PASS-THROUGH ENTITY IDENTIFYING NUMBER</u>	<u>PROGRAM OR AWARD AMOUNT</u>	<u>REVENUE RECOGNIZED</u>	<u>TOTAL FEDERAL EXPENDITURES</u>	<u>TOTAL AMOUNT PROVIDED TO SUBRECIPIENTS</u>
<b>U.S. Department of Health and Human Services</b>						
Passed Through the Louisiana Governor's Office Of Elderly Affairs:						
Special Programs for the Aging:						
Title III, Part B Supportive Services	93.044	711132	\$ 386,491	\$ 386,491	\$ 386,491	\$ 386,491
Title III, Part C-Area Agency Administration	93.045	711132	143,006	143,006	143,006	-
Title III, Part C-1 Nutritional Services Congregate Meals	93.045	711132	372,416	372,416	372,416	372,416
Title III, Part C-2 Nutritional Services Home Delivered Meals	93.045	711132	264,379	264,379	264,379	246,379
Total Title III, Part C	93.045		779,801	779,801	779,801	618,795
Nutritional Services Incentive Program	93.053	711854	418,104	418,104	410,634	-
Total Cluster			1,584,396	1,584,396	1,576,926	-
Title III, Part B Ombudsman Long-Term Care Services	93.042	711730	193,289	193,289	193,289	-
Title III, Part D Disease Prevention and Health Promotion Services	93.043	711132	35,201	35,201	35,201	35,201
Title III, Part E Caregiver Support	93.052	711132	137,158	137,158	137,158	137,158
Title IV and Title II Discretionary Projects (ARRA)Disaster H-Isaac Relief	93.048	718079	15,000	9,412	10,570	-
	93.048	719500	5,000	5,000	3,350	-
Passed Through the Louisiana Department of Health and Hospitals:						
Center for Medicare and Medicaid Services	93.791	701039	128,520	62,656	62,656	-
Passed Through the Louisiana Department of Insurance:						
Center for Medicare and Medicaid Services	93.779	715734	5,000	5,000	5,000	-
		715735	5,000	5,000	5,000	-
			\$ 2,108,564	\$ 2,037,112	\$ 2,029,150	\$ 1,177,645

*Note A. Schedule prepared using accrual basis of accounting.*

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED  
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

The Board of Directors  
Capital Area Agency on Aging - District II, Inc.

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Capital Area Agency on Aging – District II, Inc., which comprise the statement of financial position as of June 30, 2013, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated November 4, 2013.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Capital Area Agency on Aging - District II, Inc.'s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Capital Area Agency on Aging - District II, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of the Agency's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency or combination of deficiencies in internal control such that there is a reasonable possibility that a material misstatement of Capital Area Agency on Aging - District II, Inc.'s financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

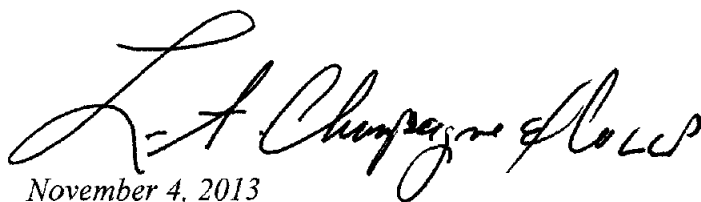
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Capital Area Agency on Aging - District II, Inc.'s financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instance of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Agency's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Agency's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink, appearing to read "L. A. Champagne". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent. Below the signature, the date "November 4, 2013" is printed in a simple, sans-serif font.

November 4, 2013

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR  
PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE  
REQUIRED BY OMB CIRCULAR A-133**

The Board of Directors  
Capital Area Agency on Aging - District II, Inc.

**Report on Compliance for Each Major Federal Program**

We have audited Capital Area Agency on Aging - District II, Inc.'s compliance with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* that could have a direct and material effect on each of Capital Area Agency on Aging - District II's major federal programs for the year ended June 30, 2013. Capital Area Agency on Aging - District II, Inc.'s major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

**Management's Responsibility**

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

**Auditor's Responsibility**

Our responsibility is to express an opinion on compliance for each of Capital Area Agency on Aging - District II, Inc.'s major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above, that could have a direct and material effect on a major federal program, occurred. An audit includes examining, on a test basis, evidence about Capital Area Agency on Aging - District II, Inc.'s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Capital Area Agency on Aging - District II, Inc.'s compliance.

## **Opinion on Each Major Federal Program**

In our opinion, Capital Area Agency on Aging - District II, Inc. complied, in all material respects, with the requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2013.

## **Report on Internal Control over Compliance**

Management of Capital Area Agency on Aging - District II, Inc. is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Capital Area Agency on Aging - District II, Inc.'s internal control over compliance with the types of requirements that could have a direct and material effect on a major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Capital Area Agency on Aging - District II, Inc.'s internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose. Under Louisiana R. S. 24:513, this report is distributed by the Legislative Auditor as a public document.

  
November 4, 2013

**CAPITAL AREA AGENCY ON AGING - DISTRICT II, INC.**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
*Year Ended June 30, 2013*

**A: SUMMARY OF AUDIT RESULTS**

1. The auditor's report expresses an unqualified opinion on the financial statements of Capital Area Agency on Aging - District II, Inc.
2. No significant deficiencies in internal controls relating to the audit of the financial statements are reported in the "Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Governmental Auditing Standards*."
3. No instances of noncompliance material to the financial statements of Capital Area Agency on Aging - District II, Inc. were disclosed during the audit.
4. No significant deficiencies in internal controls over compliance with requirements applicable to major federal award programs are reported in the "Report on Compliance for Each Major Program and on Internal Control Over Compliance Required by OMB Circular A-133."
5. The auditor's report on compliance for the major federal award programs for Capital Area Agency on Aging - District II, Inc. expresses an unqualified opinion.
6. Audit findings relative to the major federal award programs for Capital Area Agency on Aging - District II, Inc. are reported in Part C of this Schedule.
7. The programs tested as a major program are as follows:  
  
    U. S. Department of Health and Human Services  
    Special Programs for the Aging:  
        Title III-B – Supportive Services; CFDA# 93.044  
        Title III-C – Nutrition Services; CFDA# 93.045  
        N.S.I.P. – Nutrition Services Incentive Program; CFDA# 93.053  
  
    U.S. Department of Health and Human Services  
    Title IV and Title II Discretionary (ARRA) Disaster H-Isaac Relief;  
    CFDA# 93.048
8. The threshold for distinguishing Types A and B programs was \$300,000.
9. Capital Area Agency on Aging - District II, Inc. was determined to be a low-risk auditee.

**B: FINDINGS - FINANCIAL STATEMENTS AUDIT**

There were no findings that are required to be reported in this section of the report.

**C: FINDINGS AND QUESTIONED COSTS - MAJOR FEDERAL AWARD  
PROGRAM AUDIT**

There are no findings that are required to be reported in this section of the report.